

**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
Award of Assisted Funeral Contract to D B Devall Funeral Directors Ltd,1-2 Wembrook House, The Green, Attleborough, Nuneaton	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/Constitution/Minute No. etc.)
DO/27/2024 (AB)	The NBBC Constitution September 2023 section 3D.1(c) and 3D.2(a)
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
<u>5th September 2024</u>	<i>Alastair Blunkett</i> Alastair Blunkett Assistant Director- Environment and Enforcement
<u>RECORD OF THE DECISION</u>	
<p>a) The issue</p> <p>Under Section 46(1) of the Public Health ‘Control of Disease’ Act 1984 all Councils have a duty to arrange the burial or cremation of a person who has died, (other than in hospital) in the district and no suitable arrangements for disposal of the body have been made or being made. This is either due to no identified next of kin (NOK), or whose NOK, relatives or friends are unable or unwilling to make the necessary arrangements</p> <p>The Council needs a funeral undertaker to arrange the burial or cremation. There have been a lack of interest from undertakers in the local area to tender for this work.</p> <p>A supplier has been identified who will take on the contract , DB Devalls Funeral Directors Ltd.</p> <p>b) The Decision</p> <p>To appoint D B Devall Funeral Directors Ltd. as the service provider to undertake assisted funerals when required by Nuneaton and Bedworth Borough Council.</p> <p>The contract will run from 14 June 2024 until 31 March 2028.</p>	

REASON FOR THE DECISION

D B Devall Funeral directors have undertaken funerals for the Council over a number of years, they have consistently provided the best value for the service.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

The provision of this service is not suitable to be undertaken through the normal tendering process, for a number of reasons:

- It is not possible to estimate the value of the contract due to the unpredictability of the number of public health funerals that could be undertaken.
- There are a number of additional costs/fees that could be incurred and maybe not be possible to include in the value of the contract:
 - Doctor's fees
 - Possible need for the transfer of the deceased between funeral directors.
 - Use of a minister
 - Burials

A similar exercise was undertaken some years ago, but little interest was shown by the funeral directors within the Borough.

WARD RELEVANCE

Borough Wide

FINANCIAL AND BUDGET IMPLICATIONS

The estimated costs will be £55 000 over the lifetime of the contract. The exact costs will be dependant on the number of assisted funerals the Council is required to arrange.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

The Strategic Director for Finance and Governance and NBBC Head of Safety and Environmental Health.

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

None

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

N/A

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

No implications

HUMAN RESOURCES IMPLICATIONS

None

<p><u>FINANCIAL IMPLICATIONS</u></p> <p>Expenditure for the first year met within the General Fund budget. To be funded from the General Fund budget for the following years.</p>
<p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>None arising from this decision</p>
<p><u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u></p>
<p><u>RISK MANAGEMENT IMPLICATIONS</u></p> <p>Enables the Council to meet its statutory responsibilities regarding assisted funerals.</p>
<p><u>SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS</u></p> <p>None</p>
<p><u>ENVIRONMENTAL IMPLICATIONS</u></p> <p><u>None</u></p>
<p><u>LEGAL IMPLICATIONS</u></p> <p>Under Section 46(1) of the Public Health 'Control of Disease' Act 1984 all Councils have a duty to arrange the burial or cremation of a person who has died, (other than in hospital) in the district and no suitable arrangements for disposal of the body have been or are being made.</p>
<p><u>ANY OTHER COMMENTS</u></p> <p>None</p>

PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER